



# The Gazette of Meghalaya

## EXTRAORDINARY

PUBLISHED BY AUTHORITY

No. 191

Shillong, Tuesday, October 15, 2024

23<sup>rd</sup> Asvina, 1946 (S. E.)

## PART-IIA

### GOVERNMENT OF MEGHALAYA

#### EXCISE, REGISTRATION, TAXATION AND STAMPS DEPARTMENT

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#### NOTIFICATIONS

The 15<sup>th</sup> October, 2024.

**No. ERTS (T) 70/2024/10** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP), the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas under the service "**Professional Tax**", the categories (*i.e.*, Small, Medium, or Large), location (either rural or urban), investor type (whether Foreign or Domestic), risk category are not applicable. Additionally, renewal service for "**Professional Tax**" is not required.

**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation and Stamps Department.

The 15<sup>th</sup> October, 2024.

**No. ERTS (T) 70/2024/11** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP), the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas to increase transparency and eliminate/minimize physical touchpoints, it has been decided to deliver services relating to, namely, Professional Tax in the following manner-

Under the service Professional Tax, it is informed that; the final Professional Tax registration certification (where applicable) will be issued within at most one (1) working day from the date of submission of application form.

This will take effect from the date of its publication in the official Gazette.

**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation and Stamps Department.

The 15<sup>th</sup> October, 2024.

**No. ERTS (T) 70/2024/12** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP), the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas to increase transparency and eliminate/ minimize physical touchpoints, it has been decided to deliver services relating to, namely, Goods and services tax in the following manner-

Under the service Goods and services tax, it is informed that a helpline providing basic services such as assisting users in GST registration, preparing, and filing returns under the GST Act is in operation (Number-0364-2500272)

This will take effect from the date of its publication in the official Gazette.

**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation and Stamps Department.

The 15<sup>th</sup> October, 2024.

**No. ERTS (T) 70/2024/13** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP) of the Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas there is a need to simplify business regulations & ease of compliance, eliminate/reduce physical touchpoints to bring transparency in information dissemination and appropriate implementation. Now therefore, it is to be noted that to deliver services provided by various department, an Online Single Window System has been created called the Invest Meghalaya Portal in the following manner: -

1. The portal shall provide the facility for online applications submission, payment, tracking and monitoring, downloading the final signed certificate/licenses/document & Third-Party verification for the purpose of the authenticity of the approval or registration. No physical/manual application shall be requested by the concerned authority in addition to the online application.
2. Documents uploaded with online applications should be sufficient and no physical copies shall be requested by the competent authority. Certificate(s) downloaded from the official website/portals of various Central/State Ministries/Departments/Agencies/ shall be accepted as valid. Physically signed/stamped certificate(s) shall not be required.
3. There shall be no physical touch points between applicant & Department from the time of application process till the final decision except in cases where inspection/site visit is required under the concerned Act/Rules. Applicant need not be physically present for submission and verification of documents before the certificate/license/approval/ permit is issued.
4. Notification(s) at every critical stage of application processing shall be sent to the applicant through SMS/ email.
5. All queries/clarifications related to industrial applicants shall be sought once and within 7 days of receiving the application from such applicant by concerned authority and resolution shall be given within 15 days.
6. The list of services as per Annexure-I shall be updated from time to time either by Invest Meghalaya Authority or concerned departments through a notification or office order or circular. Additionally, the Invest Meghalaya Portal has developed an online dashboard for all services attached in Annexure-I.

The online dashboard has been created as per DPIIT Guidelines and it covers features related to service timelines prescribed as per the Public Service Guarantee Act, total number of applications received, total number of applications approved, average, median and minimum time taken for obtaining approvals, along with the average fee for completion of entire process. The dashboard is developed in the following format as per DPIIT mandate: -

Particulars Details	Details
Time Limit prescribed as per the Public Service Guarantee Act	
Total Number of applications received	
Total Number of applications approved	
Average time taken to obtain registration/renewal	
Median time taken to obtain registration/renewal	
Minimum time taken to obtain registration/renewal	
Maximum time taken to obtain registration/renewal	
**"Average fee" taken by the Department for completion of entire process of obtaining approval/ certificate	

For new registrations, application-wise details shall be updated in the online portal with regards to date of application, date of approval and breakup of fee details with the following features.

Sl. no.	Application No.	Application Date	Approval Date	Fee Details	Total Fee Charged

All the dashboards are being updated on a real-time basis.

This will take effect from the date of its publication in the official Gazette.

**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation and Stamps Department.



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## PART-IIA

GOVERNMENT OF MEGHALAYA

EXCISE, REGISTRATION, TAXATION AND STAMPS DEPARTMENT

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### NOTIFICATIONS

The 15<sup>th</sup> October, 2024.

**No.ERTS(E)32/2024/17** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP), the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas under the service "**Excise Verification Certificate**", "**Recommendation of License under State Excise for local sale, Import and Export permit of Spirit and Indian-made foreign liquor (IMFL)**" and "**Brand and Label Registration**", the categories (i.e., Small, Medium, or Large), location (either rural or urban), investor type (whether Foreign or Domestic), risk category are not applicable.

Additionally, renewal service for "**Excise Verification Certificate**" is not required.

**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation & Stamps Department.

The 15<sup>th</sup> October, 2024.

**No. ERTS (E) 32/2024/18** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP), the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas to increase transparency and eliminate/ minimize physical touchpoints, it has been decided to deliver services relating to, namely, "Brand and Label Registration" in following manner-

Under the service "Brand and Label Registration", it is informed that; all the applications, from the date of notification, renewal of registered label approval based on self-certification where there are no changes required in the label shall be allowed.

Additionally, it is informed that, the State has single provision for Brand and Label so a separate system is not required for the same.

This will take effect from the date of its publication in the official Gazette.

**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation & Stamps Department.

The 15<sup>th</sup> October, 2024.

**No. ERTS (E) 32/2024/19** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP) of the Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas there is a need to simplify business regulations & ease of compliance, eliminate/reduce physical touch points to bring transparency in information dissemination and appropriate implementation.

Now therefore, it is to be noted that to deliver services provided by various department, an Online Single Window System has been created called the **Invest Meghalaya Portal** in the following manner: -

1. The portal shall provide the facility for online applications submission, payment, tracking and monitoring, downloading the final signed certificate/licenses/document & Third-Party verification for the purpose of the authenticity of the approval or registration. No physical/manual application shall be requested by the concerned authority in addition to the online application.
2. Documents uploaded with online applications should be sufficient and no physical copies shall be requested by the competent authority. Certificate(s) downloaded from the official website/portals of various Central/State Ministries/Departments/Agencies/ shall be accepted as valid. Physically signed/stamped certificate(s) shall not be required.
3. There shall be no physical touch points between applicant & Department from the time of application process till the final decision except in cases where inspection/site visit is required under the concerned Act/Rules. Applicant need not be physically present for submission and verification of documents before the certificate/license/approval/ permit is issued.
4. Notification(s) at every critical stage of application processing shall be sent to the applicant through SMS/email.
5. All queries/clarifications related to industrial applicants shall be sought once and within 7 days of receiving the application from such applicant by concerned authority and resolution shall be given within 15 days.
6. The list of services as per **Annexure-I** shall be updated from time to time either by Invest Meghalaya Authority or concerned departments through a notification or office order or circular. Additionally, the Invest Meghalaya Portal has developed an online dashboard for all services attached in **Annexure-I**.

The online dashboard has been created as per DPIIT Guidelines and it covers features related to service timelines prescribed as per the Public Service Guarantee Act, total number of applications received, total number of applications approved, average, median and minimum time taken for obtaining approvals, along with the average fee for completion of entire process. The dashboard is developed in the following format as per DPIIT mandate: -

<b>Particulars Details</b>	<b>Details</b>
Time Limit prescribed as per the Public Service Guarantee Act	
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For new registrations, application-wise details shall be updated in the online portal with regards to date of application, date of approval and breakup of fee details with the following features.

Sl. No.	Application No.	Application Date	Approval Date	Fee Details	Total Fee Charged

All the dashboards are being updated on a real-time basis.

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EXCISE, REGISTRATION, TAXATION AND STAMPS DEPARTMENT

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### NOTIFICATIONS

The 15<sup>th</sup> October, 2024.

**No.ERTS(R)8/2024/8** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP), the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas under the service "**Registration of Partnership Firms**" and "**Registration of Societies**", the categories (*i.e.* Small, Medium or Large), location (either rural or urban), investor type (whether Foreign or Domestic) are not applicable.

**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation & Stamps Department.

The 15<sup>th</sup> October, 2024.

**No.ERTS(R)8/2024/9** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan (BRAP) of the Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas there is a need to simplify business regulations & ease of compliance, eliminate/reduce physical touchpoints to bring transparency in information dissemination and appropriate implementation.

Now therefore, it is to be noted that to deliver services provided by various department, an Online Single Window System has been created called the **Invest Meghalaya Portal** in the following manner:-

1. The portal shall provide the facility for online applications submission, payment, tracking and monitoring, downloading the final signed certificate/licenses/document & Third-Party verification for the purpose of the authenticity of the approval or registration. No physical/manual application shall be requested by the concerned authority in addition to the online application.
2. Documents uploaded with online applications should be sufficient and no physical copies shall be requested by the competent authority. Certificate(s) downloaded from the official website/portals of various Central/State Ministries/Departments/Agencies/ shall be accepted as valid. Physically signed/stamped certificate(s) shall not be required.
3. There shall be no physical touch points between applicant & Department from the time of application process till the final decision except in cases where inspection/site visit is required under the concerned Act/Rules. Applicant need not be physically present for submission and verification of documents before the certificate/license/approval/ permit is issued.
4. Notification(s) at every critical stage of application processing shall be sent to the applicant through SMS/email.
5. All queries/clarifications related to industrial applicants shall be sought once and within 7 days of receiving the application from such applicant by concerned authority and resolution shall be given within 15 days.
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**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation & Stamps Department.

The 15<sup>th</sup> October, 2024.

**No. ERTS (E) 8/2024/10** - Whereas Ease of Doing Business is a priority of the Government of Meghalaya, in consonance with the Business Reform Action Plan 2024 (BRAP), of the Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry, Government of India;

Whereas to increase transparency and eliminate/ minimize physical touchpoints, it has been decided to deliver services relating to, namely, **a. Registration of Partnership Firms, b. Registration of Societies**, in following the manner-

Under the service Registration of Partnership Firms and Registration of Societies, it is informed that in any case of any change in Firm's or Society's information (such as change in partners name, firm's or society's name, address), it shall be automatically updated for all relevant state Government departments/agencies (such as Labour, Environment, Industries, Industrial Development Corporation, Legal Metrology, Urban/Town and Country Planning).

This will take effect from the date of its publication in the official Gazette.

**S. C. SADHU,**  
Secretary to the Govt. of Meghalaya,  
Excise, Registration, Taxation and Stamps Department.

**Annexure-I**

<b>Si no.</b>	<b>Service Name</b>
1	Registration of Partnership Firms
2	Registration of Societies